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by City Manager's Office

Memorandum

TO: HONORABLE MAYOR &
CITY COUNCIL

FROM: Debra Figone

SUBJECT: City Manager's Weekly Report

DATE: September 26, 2008

INFORMATION

Following are the key activities to be highlighted this week:

Dolce Hayes Mansion Wins 2008 Pinnacle Award – For the ninth year, the Dolce Hayes Mansion has earned the prestigious “Pinnacle Award” awarded by reviewers of the *Successful Meetings* magazine, the leading magazine for meeting planners. The Mansion is only one of three conference centers in California to receive this award. The award is given annually to a select group of conference centers that have consistently performed in an outstanding manner throughout the year servicing and supporting meetings in the areas of accommodations, amenities, meeting facilities and services, and food & beverage.

Housing and Economic Relief Act of 2008 (HERA) – On Monday, September 29, the U.S. Department of Housing and Urban Development (HUD) will release a notice regarding the Neighborhood Stabilization Program (NSP), a part of HERA legislation that will provide \$3.9 billion in federal funding to local/state governments to address the housing foreclosure crisis. The September 29 notice will provide information on NSP funding formulas, application process, and framework for operation. Funding allocations to particular localities and states may not be released until the HUD “National Summit” in Washington D.C. on October 7 and 8. Housing Department staff is already creating programs to utilize these funds and expects to bring forward a proposal to the City Council later this fall.

Inclusionary Housing Outreach – The Director of Housing and the Assistant Executive Director of the Redevelopment Agency have been holding one-on-one meetings with individual housing developers and other stakeholders interested in inclusionary housing. These 34 sessions began on August 4 and will continue through the end of September. Facilitated stakeholder meetings began on September 23, with affordable housing advocates and September 25, with housing developers. The Housing Department will report back to the Rules and Open Government Committee by mid-to late-October before outreach meetings with the general public are scheduled.

Upcoming Survey of Retail Businesses on Carryout Bags – Starting on October 1, ESD will begin surveying San José retail businesses to collect feedback on a potential program to reduce single use carryout bags (paper and plastic). A direct mail announcement that provides instructions for a web-based survey will be sent to approximately 5,700 retail-based businesses, including grocery stores, pharmacies, and convenience stores; not included are restaurants, take-out establishments, and auto dealerships, as these are not part of the proposed program at this time. Recipients will have until October 17 to participate in the survey. ESD will report to the Transportation and Environment Committee the results of the survey. For more information, contact Jo Zientek at 535-8557.

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City Promotes Renewable Energy Approaches at Labs21 Symposium – On September 16, ESD staff participated as speakers at the Labs21 Renewable Energy Symposium held at the San José Convention Center. Speaking to an audience of about 50 attendees, staff focused on the energy elements of the City's Green Vision; how the City is working to achieve energy efficiency in its municipal operations; and on our partnerships with the Department of Energy as a Solar America City. For more information, contact Jessie Denver at 535-8565.

National Pollution Prevention Week – To celebrate National Pollution Prevention Week (September 15-21), ESD hosted resource fairs at senior and community centers in San José and Santa Clara to educate attendees on pollution prevention. An estimated total of 565 residents in the Plant service area attended the fairs; 274 mercury thermometers were collected; and 366 compact fluorescent lights and 420 reusable bags were given away. An additional 63 mercury thermometers were collected at Cupertino's Fall Festival on September 13. The week ended with a lunchtime presentation at City Hall entitled, *Plastic Debris from Creeks to the Sea*; this was attended by a mix of about 35 City employees and members of the public. For more information, contact Elaine Marshall at 277-5696

Airport Expands Recycling Services for Tenants – This week, the Airport completed installation of cardboard balers at Terminal C and Terminal A for the use of tenants, making it easier and less expensive for Airport operations and tenants to recycle corrugated cardboard containers. The Airport offers other recycling services, including collection of glass, plastic, metal, paper and many other materials. In cooperation with Environmental Services Department (ESD), the Airport sends all solid waste from aircraft and terminal operations to an off-site materials recovery facility that sorts out approximately 75% of the materials for recycling. Over the past year, the Airport has doubled its rate of solid waste recycling to nearly 20% and expects to increase diversion in the coming year. For more information, contact Patrick Tonna at 277-5389.

Review of Airport's Study of Downtown Obstructions Rescheduled to January 2009 – Consultant teams continue their evaluation of the technical analysis supporting potential limits on some Downtown building heights, including a review of new procedures that the Federal Aviation Administration (FAA) has implemented since the original study was done. Due to these ongoing studies, the Community and Economic Development Committee has rescheduled its review of the issue from October 27, 2008 to January 26, 2009. Consultants working in partnership with the Airport, Redevelopment Agency, San José Chamber of Commerce, and San José Downtown Association have been validating the technical findings of the City's original study and working to develop practical alternatives that can meet airline and FAA requirements for safe operations while preserving the Airport's long-term ability to provide transcontinental and international air service for Silicon Valley, and allow for appropriate development in certain sections of Downtown. For more information, contact Dave Maas, at 501-0954.

Keep San José Beautiful – The following are upcoming Keep San José Beautiful activities and programs:

- ***Beautification Grants*** – The application period for the Fall 2008-Cycle 25 Beautification Grants is currently open and will close on Friday, October 3. Matching grants are available to nonprofit organizations, neighborhood associations, schools and other community organizations who wish to help foster community pride in San José through beautification or

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landscaping. Grants generally range from \$500-\$3,500. Funding is to be matched by volunteer efforts, other funds and/or donations. Projects must be within the city limits of San José, and in a highly visible public area.

- ***Community Improvement Awards*** – The nomination period for Community Improvement Awards formerly known as 'The Neighborhood Improvement Awards' Program is currently open and will close on Friday, October 17. The program was established in 2004 to encourage citizen involvement in adding to the beauty of San José. The name of the program was changed to Community Improvement Awards to acknowledge the other categories recognized by this program. Categories include landscape improvement, residential improvement, historic structure improvement, neighborhood improvement, commercial improvement, and conservation/"green" improvements. The winners will be given a plaque and presented with a commendation at a City Council meeting.
- ***Daffodil and Native Bulb Planting Program*** – On Saturday, November 1, Keep San Jose Beautiful will host a citywide daffodil and native bulb-planting event. This event will provide an opportunity for residents to work together and beautify the City. The program will distribute 30,000 daffodil bulbs and 8,000 native bulbs for schools, neighborhood and community group for planting in publicly-viewable sites throughout the City. Announcements for the event have been sent to schools and neighborhood groups, youth centers and park beautification groups.

For more information on any of the above items, contact the Keep San José Beautiful office at 723-1574 or visit our website at <http://www.sjbeautiful.org>.

San José to Host National Community Leadership Training – From Thursday, October 23 to Sunday, October 26, community leaders from across the United States will gather in San José for the first national Community Leadership Institute (CLI), sponsored by NeighborWorks America. Nearly 1,000 participants have signed up for the event which will include workshops, forums and mobile learning labs to provide neighborhood leaders tools to overcome challenges in their own communities. The labs will consist of walking tours of a number of Strong Neighborhoods Initiative (SNI) areas. Resident SNI leaders will guide the tours and also be on hand at tour stops to describe neighborhood projects and discuss their experiences. The Community Leadership Institute will also feature an opening night reception, breakfast, dinner, events. NeighborWorks America, a national non-profit organization dedicated to connecting communities, is partnering locally with Neighborhood Housing Services Silicon Valley, the City and Redevelopment Agency to produce the event. A detailed information memorandum on the CLI is forthcoming.

Employee Appreciation Event – On September 18, the City's Recognize! Team organized the first *Citywide Employee Appreciation Event* at City Hall Plaza. Over 1,300 employees attended the festival-style event which included lunch, a live band, presentations and raffle prizes. City Manager Debra Figone thanked the entire workforce for their dedication to public service. Additionally, 160 employees were nominated by their peers for demonstrating all six employee values: Respect, Integrity, Innovation, Excellence, Collaboration and Celebration. The event was well received and will become an annual City Employee Celebration.

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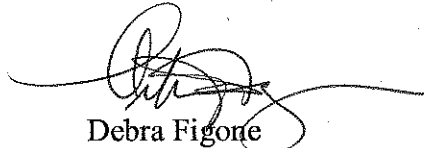
"Beyond Budget Cuts" Retreat – On September 18-19, Senior Staff, City Labor Alliance leaders and some Executive Staff members participated in an unprecedented two-day retreat to discuss opportunities for organizational improvement. At the retreat, participants reviewed the draft findings of the Public Strategies Group "Organizational Assessment" report and discussed which recommendations the City would be most committed to evaluate. At the October 21 Council meeting, David Osborne of Public Strategies Group will present the assessment findings and the City Manager will identify next steps in the organizational improvement effort. Additionally, on September 4, Public Strategies Group conducted a "Banishing Bureaucracy" training attended by over 150 employees, and taken by all Senior and Executive staff. A video archive of the hour-long session can be found on the City's intranet site at www.csj.gov.

Upcoming Meetings & Events

11th Annual Walk to End Domestic Violence – Friday, October 17 at City Hall Plaza at 200 E. Santa Clara Street. Program will begin at 11:00 a.m.

Christmas in the Park Tree Lighting – Friday, November 28, 6:00 p.m. – 6:30 p.m. Plaza de Cesar Chavez. For more information call Adriane Mertens at 793-5508.

San Jose Holiday Parade – Sunday, December 7, 8:30 a.m. – 11:00 a.m. (Downtown Streets). For more information, call Edwin Cortez at 793-4192.



Debra Figone
City Manager